

# Attachment 1 - Sample CCO Memorandum—Accessible Parking

STATE OF CALIFORNIA •  
DEPARTMENT OF  
TRANSPORTATION

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## CONTRACT CHANGE ORDER MEMORANDUM

CEM-4903 Rev 04/2006

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Date

To <b>District Division Chief Construction</b>			File E. A.: Co-Rte-PM: Fed No.:	
From <b>Resident Engineer</b>				
CCO No.	Supplement No.	CCO Category Code	Contingency Balance (including this change):	
CCO Amount <input type="checkbox"/> Increase <input type="checkbox"/> Decrease			Headquarters Approval Required? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
Supplemental Funds Provided <b>\$0.00</b>			Is this request in accordance with environmental documents? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
Original Contract Working Days: _____	Time Adjustment this Change: <u>0</u> Day(s)	Previously-Approved CCO Time Adjustments: _____ Day(s)	Percentage Time Adjusted to Date (Including this change) _____ %	Total Number of Unreconciled Deferred-Time CCO'S (Including this change) _____

This Change Order Provides for (Use additional pages as needed):

An extra work at unit price change to furnish and install accessible parking signs and blue border striping of the loading and unloading access side of accessible parking spaces as required by Assembly Bill 1531 (DeSaulnier), effective July 1, 2008.

Assembly Bill 1531 requires updated signage and marking changes for all new construction when markings are replaced and when the State Architect deems that renovations, structural repairs, alterations, and additions to existing buildings and facilities are necessary. This change is authorized by and implemented in accordance with Construction Policy Directive 08-13.

The estimated increase of cost for this extra work at unit price change is \$ \_\_\_\_\_. No adjustment of contract time is warranted since this change does not affect the controlling operation and will not delay project completion.

CONCURRED BY:		ESTIMATE OF COST	
Construction Engineer/Bridge Engineer	Date	<u>This Request</u>	<u>Total to Date</u>
Project Engineer	Date	Items:	
Project Manager	Date	Force Account:	
FHWA Representative	Date	Agreed Price:	
Environmental	Date	Adjustment:	
Other (specify)	Date	Total:	
	Date	FEDERAL PARTICIPATION	
HQ Or District Prior Approval by	Date	<input type="checkbox"/> Participating	<input type="checkbox"/> Participating in Part <input type="checkbox"/> None
Resident Engineer Signature	Date	<input type="checkbox"/> Non-Participating (Maintenance)	<input type="checkbox"/> Non-Participating
	Date	FEDERAL SEGREGATION (If more than one funding source or P.I.P. type)	
	Date	<input type="checkbox"/> CCO Funded per Contract	<input type="checkbox"/> CCO Funded as Follows
	Date	<u>Federal Funding Source</u>	<u>Percent</u>
	Date		
	Date		
	Date		